

Army Career Tracker, in support of the **Army Learning Model**, provides a cross-functional approach to integrate an array of resources focused through the lens of **lifelong learning** and continuum of service.

ARMY CAREER TRACKER

FOR MORE INFORMATION

LOGON:
<https://actnow.army.mil>

INFORMATION SITE (AKO):
<https://www.us.army.mil/suite/page/601000>

EMAIL:
act.now@us.army.mil



ARMY STRONG.®



<https://actnow.army.mil>

YOUR TOOL. YOUR CAREER. **ACT NOW!**

Army Career Tracker (ACT) is a leadership development tool that integrates training and education into one personalized, easy-to-use website. Users can search multiple Army education and training resources, monitor their career development and receive personalized advice from their supervisor and Army leadership.

FIND A COURSE

- Click the **Search** tab to access a consolidated course catalog
- Use **Find a Course** to search and filter courses by delivery type, location and more
- Use the **Featured Courses** portlet to select courses recommended by your Proponent based on your MOS and Grade
- Select **Featured Courses** as goals

The screenshot shows the 'Find a Course' interface. At the top, there's a 'Keyword Search' field with a 'GO' button. Below it, a 'Featured Courses' section lists several courses with red exclamation marks, including 'SATELLITE SYSTEMS/NETWORK COORDINATOR', 'PERSIAN-FARSI ADVANCED', 'DL-SOCC FOR HUMAN RESOURCE ASSISTANT', 'INTEGRATED FAMILY TEST EQUIPMENT OPR/MAINT', 'INFANTRY BASIC OFFICER LEADER-BRANCH', and 'ARABIC ADVANCED'. Below this, a table titled '42008 Matching Courses' displays a list of courses with columns for Course Name, Start Date, State, Delivery Type, Location, School Name, and Delivery Type. The first row shows 'CH AFF OAL (CA SPEC-CP)' with a start date of 21 Nov 2013, state of NY, and delivery type of BRONX.

CREATE AN INDIVIDUAL DEVELOPMENT PLAN (IDP)

ACT provides the framework to create an **Individual Development Plan (IDP)** combining experiences, training, education, and individualized interests. Creating an IDP allows users to track all aspects of their career using a standard template. Using the ACT IDP, users have the ability to map out events, decision points and outcomes. A pathway to success is established to create short and long term goals. ACT allows users to measure their progress against known benchmarks.

- 1) **Create** Professional & Training Goals
- 2) Indicate goals as IDP Goals
- 3) Use **My IDP** tab to create and edit your IDP
- 4) View IDP goals in your selected IDP timeframe
- 5) Submit your IDP to your Leader for review
- 6) Edit and Delete goals
- 7) **Print** and **Submit** your IDP

DEGREES & CREDENTIALING

The screenshot shows the 'My Planner' interface. It includes a sidebar with navigation tabs: 'Completed or In-Progress', 'Assignments', 'Institutional Training', 'Structured Self Development', 'Guided Self Development', 'Credentials / Certifications', and 'Create a Goal'. The main content area displays 'PDM Recommendations' and 'Guided Self Development (25R30)'. It lists various educational institutions and programs, such as 'College of the American Soldier' and 'College of the American Soldier-Enlisted Education Program (CEEP)'. There are also sections for 'MOS Related Degrees' and 'New Developmental Resources'.

- While in **My Planner**, explore **Guided Self Development** to view MOS related degree options and self development resources
- Locate MOS-related and other recommended **Credentials & Certifications**
- Establish goals directly from this section which will automatically populate in your **My Calendar and IDP**

The screenshot shows the 'CREATE NEW IDP' interface. It includes a 'IDP TIMEFRAME' section with 'Start Date' (02 Sep 2013) and 'End Date' (01 Sep 2014 - Draft). Below this is a 'PERSONAL INFORMATION' section with fields for Name, UIC, MOS, MOS Description, ASI, and LSI. The 'SHORT TERM IDP GOALS' section displays a table with columns for Goal Description, Activity Type, IDP Goal Type, and Targeted Completion Date. The table lists goals for 'RECRUITER' and 'EMERGENCY MEDICAL MINISTRY'.